



U.S. Department of Energy
Office of River Protection

**P.O. Box 450
Richland, Washington 99352**

02-OSR-0248

Mr. Ron F. Naventi, Project Manager
Bechtel National, Inc.
3000 George Washington Way
Richland, Washington 99352

Dear Mr. Naventi:

**CONTRACT NO. DE-AC27-01RV14136 – PERSONNEL TRAINING AND QUALIFICATION
INSPECTION REPORT, IR-02-006**

From May 13-17, 2002, the Office of Safety Regulation (OSR) performed an inspection of the Bechtel National, Inc. (BNI) personnel training and qualification programs. The inspectors identified no Findings. The inspectors concluded that the Contractor's training and qualification programs complied with the requirements of the Quality Assurance Manual (QAM) and the commitments in the Integrated Safety Management Plan (ISMP). The programs have resulted in Contractor staff being adequately qualified and trained to perform assigned important-to-safety functions. The programs were implemented in accordance with approved procedures and were effective in providing appropriately qualified and certified staff to accomplish the important-to-safety work described in the authorization basis.

Details of the inspection are documented in the enclosed inspection report (Enclosure 1). If you have any comments concerning the inspection report, you or your staff may contact me or Pat Carier of my staff, (509) 376-3574.

Nothing in this letter should be construed as changing the Contract, DE-AC27-01RV14136. If, in my capacity as the Safety Regulation Official, I provide any direction that your company believes exceeds my authority or constitutes a change to the Contract, you will immediately notify the Contracting Officer and request clarification prior to complying with the direction.

Sincerely,

Robert C. Barr
Safety Regulation Official
Office of Safety Regulation

OSR:NKH

Enclosure

U.S. DEPARTMENT OF ENERGY
Office of River Protection
Office of Safety Regulation

INSPECTION: PERSONNEL TRAINING AND QUALIFICATION INSPECTION

REPORT NO: IR-02-006

FACILITY: Bechtel National, Inc.

LOCATION: Richland, Washington

DATES: May 13-17, 2002

INSPECTORS: N. Hunemuller (Lead), Senior Regulatory Technical Advisor
R. Defayette, Consultant
W. Ang, Consultant

APPROVED BY: P. Carrier, Verification and Confirmation Official
Office of Safety Regulation

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EXECUTIVE SUMMARY
Personnel Training and Qualification Inspection
Inspection Report Number IR-02-006

INTRODUCTION

This inspection of the Bechtel National, Inc. (the Contractor) Training and Qualification Programs covered the following specific areas:

- Staff Training (Section 1.2)
- Staff Qualification (Section 1.3)
- Effectiveness of Training and Qualification Programs (Section 1.4)
- Adequacy of Training Records (Section 1.5).

SIGNIFICANT OBSERVATIONS AND CONCLUSIONS

- With the exception of one non-cited finding described below, the personnel training and qualification programs complied with the requirements of the Quality Assurance Manual (QAM) and the Integrated Safety Management Plan (ISMP).
- The programs have resulted in staff being adequately qualified and trained to perform assigned important-to-safety functions.
- The programs were implemented in accordance with approved procedures and were effective in providing appropriately qualified and certified staff to accomplish the important-to-safety work described in the authorization basis.

Note: This inspection was not intended to assess radiological controls program (RCP) staff training and qualifications. The radiological controls inspection is used to assess the RCP staff.

- The QAM states in Policy Q-02.2, "Personnel Training and Qualification," that "Classroom Instructors will be qualified by the project training organization." Contrary to this requirement, revision 0 of the Construction Training procedure, states, "...the requirement[s] to use qualified trainers . . . does not apply to construction craft training." However, the Quality Assurance organization had previously identified this deficiency in a comment dated May 3, 2002, in response to a Document Review Request for draft revision 1 of the Construction Training procedure. Revision 1 was still under review. Therefore, the procedure inadequacy was identified as a non-cited finding.

TRAINING AND QUALIFICATION INSPECTION**Table of Contents**

1.0	REPORT DETAILS.....	1
1.1	Introduction.....	1
1.2	Staff Training (ITP I-106).....	1
1.3	Staff Qualification (Inspection Technical Procedure (ITP) I-106).....	5
1.4	Effectiveness of Training and Qualification Programs (ITP I-106)	7
1.5	Adequacy of Training Records (ITP I-106).....	7
2.0	EXIT MEETING SUMMARY	8
3.0	REPORT BACKGROUND INFORMATION	8
3.1	Partial List of Persons Contacted.....	8
3.2	List of Inspection Procedures Used	8
3.3	List of Items Opened and Closed.....	9
3.4	Key Documents Reviewed.....	9
3.5	List of Acronyms	13

TRAINING AND QUALIFICATION INSPECTION

1.0 REPORT DETAILS

1.1 Introduction

The River Protection Project Waste Treatment Plant (RPP-WTP) was in the preliminary design and early limited construction stage at the time of this inspection. The Contractor (Bechtel National, Inc. [BNI]) was actively in the process of training the staff to continue progress on the design and construction of the project.

In accordance with the RPP-WTP Contract (DE-AC27-01RV14136) between DOE and BNI, dated December 11, 2000, and, specifically, 10 CFR 830, Subpart A, "Quality Assurance Requirements," the Contractor was required to have trained and qualified personnel to ensure they are capable of performing their assigned work. This requirement was reflected in the Contractor's authorization bases (such as, the Quality Assurance Manual [QAM], 24590-WTP-QAM-QA-01-001, Revision 0, and the Integrated Safety Management Plan [ISMP], 24590-WTP-ISMP-ESH-01-001, Revision 1).

The inspectors reviewed the Contractor's training and qualification implementing procedures to determine if they complied with the requirements in the QAM and ISMP. In addition, the inspectors assessed the implementation of the Contractor's training and qualification programs as it related to the design and construction of the RPP-WTP to verify the Contractor was following its program and the program was effective in providing appropriately qualified and certified staff to accomplish the important-to-safety work described in the authorization basis.

1.2 Staff Training (ITP I-106)

1.2.1 Inspection Scope

The inspectors reviewed organizational charts and procedures, and conducted interviews of managers and non-supervisory staff, to assess the Contractor's training program as it applied to personnel involved in plant design activities. The inspectors observed the classroom QAM training and portions of Construction Orientation training delivered on May 14, 2002. The inspectors also reviewed the Contractor's Construction Department training program, the project training procedure, the Construction Department training procedure, reviewed training records, and interviewed Construction Department Managers and staff to assess the implementation of QAM, Policy Q-02.2, "Personnel Training and Qualification," requirements.

1.2.2 Observations and Assessments

1.2.2.1 Design-related Training

The inspectors reviewed procedure 24590-WTP-GPP-CTRG-002, *Training*, dated

January 30, 2002, to verify it addressed staff training requirements as stated in the ISMP, Section 3.15, *Training and Qualification*, and the QAM, Policy Q-02.2, *Personnel Training and Qualification*, especially Section 3.2.3, which requires a formal training program for personnel performing or managing activities affecting quality.

Section 3.1 of the procedure lists the responsibilities of various personnel. Among other things, line managers must identify training requirements for specific positions and work assignments; assign only trained and qualified personnel to perform activities; monitor employee indoctrination activities; designate qualified instructors when providing training in specific project activities; and review job responsibilities and scope of work assignments to ensure the training program is maintained current and is updated as needed. If required training is revised, or if new requirements are added, all employees are notified by e-mail of the changes and instructed to update their training, as appropriate. The inspectors reviewed such e-mail notification and concluded the process was adequate and effective. The e-mail also contained a “hot link” to the referenced revised procedures to make them easy to access.

To help assure employees receive required training, the inspectors were informed the major Contractor Departments have a designated Training Coordinator who works closely with the Training Department to assure proper training was identified and implemented. During an interview with the Engineering Training Coordinator, the inspectors were informed she routinely attended the weekly Engineering staff meetings, and met regularly (approximately weekly) with Training Department personnel to discuss training issues.

The inspectors also determined the Contractor had identified training requirements for specific job descriptions. The requirements were grouped in “Training Areas,” also referred to as “stair steps,” listing required training activities, such as, computer-based training, classroom training, and required reading for various classifications of employees. For example, there was a “Training Area” called “Safety and Quality Design Required Training” for Design Managers and Engineers. The topics included, among others, Design Change Control, Design Input Memorandum, ALARA Design Training, and Configuration Management. There was another “Training Area” for Discipline Managers and Leads that included, among other topics, training for Design Control, Engineering Interface Control, Design Verifications, Off-Project Design Reviews, Engineering Calculations, Engineering Drawings, and Engineering Specifications. Staff engineers also had to receive training in Design Criteria, Engineering Calculations, and Engineering Drawings.

The training procedure stated Department Training Coordinators had to ensure employees complied with training procedures, and had to review training paperwork for accuracy before submitting it to the Training Department. Untrained employees were restricted and prohibited from signing any technical products requiring signature until they had completed their required training. Employees and their managers acknowledged this requirement by signing a form titled, “Untrained WTP Employee Work Restriction” that was inserted in employee training files. After employees had completed the training, their names were added to a List of Qualified Individuals (LQI). Through interviews and review of records, the inspectors verified managers and supervisors used the list to assure only qualified persons were assigned to activities requiring such qualification.

The inspectors also reviewed procedures to understand the Contractor's actions for determining how personnel education and experience is factored into the determination of the basic training requirements for a particular job. Procedure 24590-WTP-G63-HR-003B, *Employee Qualifications for Assignment*, dated October 1, 2001, stated, in Section 2.0, the project will establish, for each position, a position description containing the minimum education and experience necessary to perform the duties of the position. Human Resources (HR) verified the education and experience requirements for Contractor employees, while Procurement verified education and experience requirements for staff augmentation and subcontractor personnel. Upon verification, a completed form acknowledging the verification of the information was inserted in employees' training files. The inspectors reviewed a sampling of such forms and confirmed the education and experience of the employees had been verified. No issues or concerns were identified.

Procedure 24590-WTP-GPP-CTRG-002, *Training*, stated, in Section 3.4, managers gaining an employee within their organization as a result of transfer or promotion were responsible for establishing the employee's new training requirements. In addition, when the scope of an employee's current position is changed, the manager was responsible to specify any additional training requirements. Through review of employee training files and Contractor internal oversight documents (see Section 3.4, Key Documents Reviewed), the inspectors verified this was occurring.

The inspectors interviewed engineering management and staff (see Section 3.1, Partial List of Persons Contacted) to discuss the training program for design engineers. The personnel interviewed were familiar with the requirements and recognized personnel were to receive appropriate indoctrination before performing activities affecting quality.

The classroom training observed by the inspectors was well presented. However, the inspectors observed that no course evaluation forms were made available to the employees for the QAM course. According to the "Training" procedure, one of the responsibilities of employees is to "Complete course evaluation forms and return them to the instructor or the Training Department (optional)." There were also no course evaluation forms in the records for three recent previous QAM classes. Unlike most other forms used the training program, there was no sample course evaluation form included in the appendices to the "Training" procedure. When asked, the Training Manager indicated the instructor would be counseled to provide course evaluation forms and a future revision of the "Training" procedure would incorporate a sample form.

1.2.2.1 Construction-related Training

The QAM Policy Q-02.2, Section 3.2, required the Contractor to perform indoctrination and training of personnel commensurate with the scope, complexity, and importance of the activities, and the education, experience, and proficiency of the personnel. The inspectors reviewed the Contractor's implementing procedures 24590-WTP-GPP-CON-1301, *Construction Training*, and 24590-WTP-GPP-CTRG-002, *Training*, to verify the procedures complied with, and implemented the QAM requirements.

Section 3.1.1 of the *Construction Training* procedure stated "Qualification of direct hire BNI and WGI non-manual personnel consists of evaluating skills, abilities, and statements of

requirements such as résumés, interviews, reviews of education, previous experience, and work history. This process is performed in accordance with the *Training* procedure.” The *Training* procedure provided a review process, which included HR’s verification of education and experience, and the Training Manager review of training records to verify completion of training requirements. Section 3.2 of the *Training* procedure required line management to assess the training needs of each employee and specify training requirements for the specific position. Section 3.3 of the *Training* procedure stated that completion of the required training and review of the employee records allowed the individual to be placed on the LQI. Section 3.8 of the *Training* procedure provided the process for retraining applicable personnel on significant procedure content changes.

The inspectors reviewed employee training files for Quality Assurance Department and Construction Department non-manual personnel, discussed the records with the corresponding manager, and confirmed adequate implementation of the *Construction Training* procedure and *Training* procedure. Position-specific training requirements were specified, training completion documented, and applicable personnel were included in the LQI.

Section 3.3.1 of the *Construction Training* procedure stated “Orientation Training is required for all construction personnel.” The inspectors observed portions of “Construction Orientation” training on May 14, 2002. The inspectors observed two qualified instructors and several subject matter experts provided the training. The inspectors discussed the training with the instructors and subject matter experts who provided the training. The inspectors observed the “Construction Orientation” training (1) increased awareness of the workplace and signs of potential hazardous situations, (2) educated personnel in the importance of acting with regard to their own safety and the safety of others, and (3) emphasized a safety culture that assigned safety responsibility to the individual.

QAM Policy Q-02.2, Section 2, required classroom instructors to be qualified by the project training organization. The inspectors noted section 3.3.2 of the *Construction Training* procedure stated, “In accordance with the Training Procedure 24590-WTP-GPP-CTRG-001 the requirement to use qualified trainers and approved lesson plans does not apply to construction craft training.” Contractor personnel were reviewing a revision of the Construction Training procedure during the inspection period. Quality Assurance (QA) personnel reviewed the procedure revision and provided comments. A QA comment (number 19) dated May 3, 2002, in response to a Document Review Request for draft revision 1 of the Construction Training procedure stated that QAM Policy Q-02.2, Section 2, required classroom instructors to be qualified by the project training organization and the procedure was not in compliance with the QAM. The condition was of minor safety significance because two qualified instructors performed the observed “Construction Orientation” training. Based on the minor safety significance, and action taken by the Contractor’s QA organization to correct the procedure inadequacy, this issue was identified by the inspectors as a non-cited Finding.

The inspectors observed the *Construction Training* procedure had inconsistencies. Most notably, the *Construction Training* procedure repeatedly referred to the *Training* procedure but the *Training* procedure excluded applicability to construction personnel. As described above, the *Construction Training* procedure was being revised and reviewed by the Contractor during this inspection. Except as noted above, review of records and management interviews confirmed the

Training procedure was being applied to non-manual Construction Department and QA Department personnel. Notwithstanding the procedure inconsistencies, the *Construction Training* procedure provided adequate requirements and guidance for the training needed to ensure construction personnel possessed the experience, knowledge, skills, and abilities necessary to perform important to safety work.

1.2.3 Conclusions

The Contractor's training program as it applied to design activities met the requirements of the ISMP and the QAM. The Contractor had adequate implementing procedures for the training and qualification of Construction Department personnel that met QAM Policy Q-02.2, with one exception. The *Construction Training* procedure stated that the requirement to use qualified trainers did not apply to construction craft training contrary to QAM Policy Q-02.2, Section 2. This procedure inadequacy was of minor safety significance and the Contractor had initiated actions to address the problem. The issue was identified as a non-cited Finding.

1.3 Staff Qualification (Inspection Technical Procedure (ITP) I-106)

1.3.1 Inspection Scope

The inspectors reviewed the Contractor's procedures, and associated documents, for qualification of personnel. The inspectors interviewed Contractor management personnel. The inspectors assessed the adequacy of the implementation of the procedures and QAM, Policy Q-02.2, "Personnel Training and Qualification," and QAM, Policy Q-02.3, "Audit/Lead Auditor Qualification and Certification" requirements.

A recent DOE OSR inspection, documented in inspection report IR-02-003, *Quality Control, Control of Special Processes, and Control of Measuring and Test Equipment*, dated April 11, 2002, reviewed the qualifications of Contractor Field Engineers, Quality Control (QC), and non-destructive examination (NDE) personnel. This area was not reviewed again during the current inspection.

1.3.2 Observations and Assessments

1.3.2.1 Design-related Qualifications

The inspectors reviewed employee training files for management and staff to verify the files included required training and qualifications and were current. With the exception of one individual who was delinquent in reading a revision to one procedure, all of the files included the required training and qualifications and were current. The one delinquency was considered minor.

The inspectors reviewed a database printout of the "Training Areas" listing training requirements for various classifications of employees. The inspectors reviewed employee training profiles for Discipline Managers and Leads in the Engineering organization and determined the required training activities were included in the profiles.

The inspectors reviewed selected Design Verification Reports (DVR). In accordance with 24590-WTP-3DP-G04B-00027, *Design Verification*, personnel signing any required design verification documents must be listed on the LQI. The inspectors confirmed that the individuals who had signed the DVRs were listed on the LQI.

1.3.2.2 Construction-related Qualifications

The *Construction Training* procedure and the *Training* procedure required a combination of basic project training (Core Training) and job specific training for qualification of Construction Department non-manual personnel and Quality Assurance Department personnel. Review of the process was discussed in section 1.2, above.

Section 3.1.2 of the *Construction Training* procedure stated, "Qualification of manual (craft) personnel is based upon education and "on the job" training experience acquired during an apprenticeship program as a member of a Labor Union. This education and experience is regarded as "skill of the Craft." No additional qualification evaluation is required." The inspectors discussed with the General Superintendent (Day Shift) the process used to assure craft personnel received appropriate indoctrination prior to performing activities affecting quality. The inspectors reviewed the training records for the General Superintendent and selected Journeyman Ironworkers. The inspectors confirmed adequate implementation of the *Construction Training* procedure.

Contractor procedure 24590-WTP-GPP-QA-203, *Auditor/Lead Auditor Training and Qualification*, required Core Training, job specific training, and completion of a qualification process for auditors and lead auditors. The qualification process included a review of the prospective auditors education, previous training and experience and identification of additional QA auditor training by the QA Audit Manager. The inspectors observed the *Auditor/Lead Auditor Training and Qualification* procedure provided the minimum requirements of QAM Policy Q-02.3, for the qualification and certification of QA auditors and lead auditors.

The inspectors reviewed the "Current List of Qualified Auditors and Qualified and Certified Audit Team Leaders." The inspectors reviewed training and qualification records for members of the QA Audits and QA Surveillance organizations and discussed the qualification program with the QA Audits Manager. The inspectors observed that the requirements of the *Auditor/Lead Auditor Training and Qualification* procedure and the *QA Manual*, Policy Q-02.3 were met.

1.3.3 Conclusions

The Contractor had an adequate program, and personnel involved in design activities were qualified. The inspectors concluded the Contractor's *Construction Training* procedure and the *Training* procedure met the personnel qualification requirements of QAM Policy Q-02.2. The inspectors concluded the Contractor's *Auditor/Lead Auditor Training and Qualification* procedure met the requirements of QAM Policy Q-02.3. The inspectors concluded the Contractor implemented the *Construction Training*, the *Training*, and the *Auditor/Lead Auditor Training and Qualification* procedures and only qualified personnel were permitted to perform important to safety work.

1.4 Effectiveness of Training and Qualification Programs (ITP I-106)

1.4.1 Inspection Scope

The inspectors reviewed Contractor audits, surveillances, and assessments performed to determine the effectiveness of the training program, and assessed whether the frequency of audits was commensurate with the status and importance of work in accordance with QAM, Policy Q-18.1, Sections 3.1.1 and 3.2.2.

1.4.2 Observations and Assessments

The inspectors reviewed the recent audit reports of the training program, and other surveillances and assessments of training activities (see Section 3.4, Key Documents Reviewed). Both the QA department and the training organization had performed these activities. Findings or recommendations were provided to appropriate management, and corrective actions were documented, were complete or underway, and were tracked in either the corrective action database or the management assessment database.

The inspectors verified audits were performed to determine the effectiveness of the training program, and the frequency of audits was commensurate with the status and importance of work. In accordance with QAM, Policy Q-18.1, Section 3.1.1, audits were performed to verify performance criteria were met and to determine the effectiveness of the program. In accordance with QAM, Policy Q-18.1, Section 3.2.2, internal audits were scheduled at a frequency commensurate with the status and importance of the work.

1.4.3 Conclusions

The inspectors verified audits were performed to determine the effectiveness of the training program, and the frequency of audits was commensurate with the status and importance of work.

1.5 Adequacy of Training Records (ITP I-106)

1.5.1 Inspection Scope

The inspectors reviewed training records to verify they were established and maintained according to quality requirements in accordance with QAM, Policy Q-17, Section 3.

1.5.2 Observations and Assessments

The inspectors reviewed a wide variety of training records including samples for employee selection, job descriptions, résumés, position specific training requirements, work restrictions, training profiles, procedure sign-offs, tests, attendance records, student feedback questionnaires, training material design, instructor qualifications, instructor evaluations, the LQI, and Contractor internal oversight documents. The inspectors reviewed training records for Contractor personnel in various line organizations. The inspectors compared training and certification records of personnel performing important-to-safety work against the project records management system and determined the system was being properly maintained. Throughout the course of the

inspection, the inspectors observed the Contractor's retrieval and storage of training records. The inspectors determined training records were adequately developed and maintained.

1.5.3 Conclusions

The inspector verified training records were established and maintained according to quality requirements.

2.0 EXIT MEETING SUMMARY

The inspectors presented the inspection results to members of Contractor management at an exit meeting on May 17, 2001. The Contractor acknowledged the observations and conclusions.

The inspectors asked the Contractor whether any materials examined during the inspection should be considered limited rights data. The Contractor stated that no limited rights data was examined during the inspection.

3.0 REPORT BACKGROUND INFORMATION

3.1 Partial List of Persons Contacted

F. Ahmed, Senior Structural Engineer
 R. Amos, Project Field Engineer Manager
 J. Booth, Structural Engineer
 D. Brophy, Staffing and Training Supervisor, Engineering
 G. Duncan, Deputy Engineering Manager, Mechanical
 G. Eaton, Facility Common Training Lead
 R. Garrett, Safety Analysis Manager
 G. Grant, QA Audit Manager
 C. Hammack, Employee Concerns Program Coordinator
 C. Herbert, Construction Training Manager
 E. Hughes, Deputy Engineering Manager, Systems and Projects
 J. Jamison, Safety Analyst
 L. Kietzman, Training Instructor
 L. Leingang, Site Security Manager
 G. McClain, Construction General Superintendent
 D. Neal, QC Surveillance Engineer
 M. Nielsen, Mechanical Systems Supervisor
 J. Rutherford, QA Surveillance Manager
 G. Shell, Quality Assurance Manager
 S. Thieme, Project Field Subcontracts Manager
 K. Vacca, Area Training Manager
 S. Walter, Safety Training Coordinator

3.2 List of Inspection Procedures Used

Inspection Technical Procedure I-106, "Personnel Training and Qualification Assessment"

3.3 List of Items Opened and Closed

Opened

None

Closed

None

3.4 Key Documents Reviewed

Contractor Procedures Reviewed

24590-WTP-3DP-G03B-00001, Rev 0, *Design Process*, dated October 8, 2001

24590-WTP-3DP-G04B-00001, Rev 0, *Design Criteria*, dated October 8, 2001

24590-WTP-3DP-G04B-00027, Rev 0, *Design Verification*, dated October 8, 2001

24590-WTP-3DP-G04B-00034, Rev 0, *Off-Project Design Reviews*, dated October 8, 2001

24590-WTP-3DP-G04B-00037B, Rev 0, *Engineering Calculations*, dated October 8, 2001

24590-WTP-3DP-G04B-00046, Rev 0, *Engineering Drawings*, dated October 8, 2001

24590-WTP-3DP-G04B-00049, Rev 0, *Engineering Specifications*, dated October 8, 2001

24590-WTP-3DP-G05B-00034, Rev 0, *Indoctrination/Orientation and Training*, dated October 8, 2001

24590-WTP-G63-HR-003B, Rev 0, *Employee Qualification for Assignment*, effective date March 14, 2002

24590-WTP-G63-HR-004, *Career Development and Training*, Revision 0, effective date November 28, 2001

24590-WTP-GPG-CTRG-001, *Guide: Training Self Assessment*, effective date December 1, 2001

24590-WTP-GPP-CON-1301, *Construction Training*, effective date November 12, 2001

24590-WTP-GPP-CPR -001, *Production of River Protection Project – Waste Treatment Plant Procedures*, Revision 0, effective date September 28, 2001

24590-WTP-GPP-CTRG-002, *Training*, effective date March 8, 2002

24590-WTP-GPP-PADC-002D, *Project Records Management*, Revision 0, effective date February 20, 2002

24590-WTP-GPP-QA-203B, *Auditor/Lead Auditor Training and Qualification*, effective date January 22, 2002

24590-WTP-GPP-QA-501, *Independent Assessment (Audit)*, Revision 0, effective date January 22, 2002

GPP-SIND-001, *Reporting Occurrences in Accordance with DOE Order 232.1A*, Revision 0, effective date September 24, 2001

Audit Reports

24590-WTP-AR-QA-01-001, *Research and Technology Audit*, Revision 0, dated July 12, 2001

24590-WTP-IAR-QA-01-008, *WTP Project HLW Audit*, Revision 0, dated March 27, 2002

Surveillance Reports (SV)

24590-WTP-SV-QA-01-003, *List of Qualified Individuals*, Revision 0, dated June 27, 2001

24590-WTP-SV-QA-01-007, *Root Cause Analysis*, Revision 0, dated June 27, 2001

24590-WTP-SV-QA-01-036, *List of Qualified Individuals for Important to Safety Work*, Revision 0, dated July 30, 2001

24590-WTP-SV-QA-01-055, *Employee Processing*, Revision 0, dated August 24, 2001

24590-WTP-SV-QA-01-061, *24590-WTP-CRM-TRA-000502 Quality Assurance Manual Training*, Revision 0, dated April 5, 2001

24590-WTP-SV-QA-01-089, *Follow up Report to SV-24590-01-0A00016*, Revision 0, dated September 25, 2001

24590-WTP-SV-QA-01-104, *LCAR Item Completion Review*, Revision 0, dated February 10, 2001

24590-WTP-SV-QA-01-115, *LCAR Item Completion Review*, Revision 0, dated October 9, 2001

24590-WTP-SV-QA-01-116, *LCAR Item 14.1 Completion Review*, Revision 0, dated October 9, 2001

24590-WTP-SV-QA-01-117, *Root Cause Analysis Training (Follow-Up) To: 24590-WTP-SV-QA-01-007*, Revision 0, dated October 9, 2001

24590-WTP-SV-QA-01-163, *Training DRs (Deficiency Reports) Surveillance*, Revision 0, dated December 13, 2001

24590-WTP-SV-QA-02-001, *Follow-Up: 24590-WTP-SV-QA-01-0117 (Root Cause Analysis Training)*, Revision 0, dated January 03, 2002

24590-WTP-SV-QA-02-010, *Training Profile Updates*, Revision 0, dated January 9, 2001

24590-WTP-SV-QA-02-014, *Follow up to surveillance report SV-24590-01-QA00030*, Revision 0, dated January 9, 2002

24590-WTP-SV-QA-02-028, *SV-W375-00-QA00019_0 Follow-up*, Revision 0, dated January 22, 2002

24590-WTP-SV-QA-02-035, *DR-24590-01-QA00006 Follow up*, Revision 0, dated January 25, 2002

24590-WTP-SV-QA-02-053, *Closure of 24590-WTP-DR-QA-01-038*, Revision 0, dated February 5, 2002

SV-24590-01-QA00030, *Review of Multiple Noncompliances Identified within the Pre-BNI RPP-WTP Training Program as addressed in NTS-RP-CHG-2001-0002*, Revision 0, dated May 29, 2001

SV-24590-01-QA00034, *Training of Acting Supervisors*, Revision 0, dated June 6, 2001

Deficiency Reports (DR)

24590-WTP-DR-QA-01-008, Revision 2, dated September 18, 2001

24590-WTP-DR-QA-01-019, Revision 1, dated August 29, 2001

24590-WTP-DR-QA-01-038, Revision 3, dated February 5, 2002

24590-WTP-DR-QA-01-040, Revision 2, dated December 5, 2001

Corrective Action Reports (CAR)

24590-WTP-CAR-QA-01-017, Revision 1, dated February 26, 2002

24590-WTP-CAR-QA-01-032, Revision 1, dated January 22, 2002

24590-WTP-CAR-QA-01-040, Revision 2, dated February 25, 2002

24590-WTP-CAR-QA-02-006, Revision 1, dated February 5, 2002

24590-WTP-CAR-QA-02-011, Revision 2, dated April 10, 2002

24590-WTP-CAR-QA-02-024, Revision 1, dated March 20, 2002

24590-WTP-CAR-QA-02-038, Revision 1, dated February 25, 2002

24590-WTP-CAR-QA-02-047, Revision 1, dated March 21, 2002

24590-WTP-CAR-QA-02-053, Revision 0, dated March 18, 2002

24590-WTP-CAR-QA-02-083, Revision 0, dated April 22, 2002

Management Assessments

24590-WTP-MAR-PADC-01-002, *Annual Assessment of Training Records and Compliance to K13P020*, Revision 0, dated July 26, 2001

24590-WTP-MAR-PT-02-001, *Process Technology 2002 Line Management Assessment*, Revision 0, dated April 4, 2002

24590-WTP-MAR-TR-01-001, *Evaluation of Training Effectiveness*, Revision 0, dated October 4, 2001

24590-WTP-MAR-TR-01-002, *Training Self Assessment Report*, Revision 0, dated December 31, 2001

24590-WTP-MAR-TR-02-001, *WTP Training Self-Assessment Report for Training Management Systems and Program Administration*, Revision 0, dated April 29, 2002

Other Documents Reviewed

24590-WTP-LQI-TR-01-001, *List of Qualified Individuals*, Rev. 27, dated May 2, 2002

24590-WTP-LQI-TR-01-001, *List of Qualified Individuals*, Rev. 28, dated May 8, 2002

24590-WTP-PL-TR-01-002, Revision A, *Training and Qualification Plan*, Draft for Review, dated January 11, 2002

Informal Audit of Construction Training, dated November 30, 2001

QA Memorandum CCN 032858, Current List of Qualified Auditors and Qualifies and Certified Audit Team Leaders, dated May 8, 2002

WTP Training News, 1st Quarter 2002, Volume 1, Issue 1, Revision 2

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3.5 List of Acronyms

AB	Authorization Basis
BNI	Bechtel National, Inc.
DOE	U.S. Department of Energy
DVR	Design Verification Report
FE	Field Engineering
HR	Human Resources
IFI	Inspection Follow-up Item
IR	Inspection Report
ISMP	Integrated Safety Management Plan
ITP	Inspection Technical Procedure
ITS	Important to Safety
LQI	List of Qualified Individuals
NDE	Non-destructive Examination
OJT	On the Job Training
ORP	Office of River Protection
OSR	Office of Safety Regulation
PDC	Project Document Control
QA	Quality Assurance
QAM	Quality Assurance Manual
QC	Quality Control
RCP	Radiological Controls Program
RPP-WTP	River Protection Project Waste Treatment Plant
SSCs	Systems, Structures, and Components
TM	Training Manager
WGI	Washington Group International
WTP	Waste Treatment Plant

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